



LONG BEACH FIRE DEPARTMENT

FIRE PROTECTION & LIFE SAFETY CERTIFICATION PROGRAM OVERVIEW

AN OVERVIEW OF THE FIRE PROTECTION & LIFE SAFETY CERTIFICATION PROGRAM

The information presented here is intended to explain the Fire Protection & Life Safety Certification Program in terms of general procedures and policies. It is not a recital of the Code nor does it deal with specific procedures for testing fire protection equipment. This Certification Program is modeled after the successful Los Angeles City Fire Departments Chief's Regulation No. 4 Unit Program, and has been modified by the Long Beach Fire Department (LBFD).

GENERAL INFORMATION

The Fire Protection & Life Safety Certification Program is a prescribed method to maintain specified categories of fire protection equipment and systems in proper operating condition the way they were intended to operate when they were installed.

The Fire Protection & Life Safety Certification Program is intended to ensure maintenance of fire protection equipment and systems at the same level of operation as originally intended to operate when installed. The initial test procedure is intended to determine the operating condition of the equipment being tested. If defects are found during the initial test, repair and retest procedures are initiated by the Fire Department to restore that equipment to proper operating condition.

What is proper operating condition?

Proper operating condition is an elusive term. As used in the Certification Program it normally means, "as originally installed per applicable codes and policies at that time of installation."

Sometimes it is found that the equipment was installed in a manner inconsistent with applicable codes and policies, and the original acceptance test did not uncover the discrepancy. Also, certain retroactive provisions may be applicable to the equipment. At the direction of the Fire Department, the Certification Program may be used to upgrade such equipment.

Is the Fire Protection & Life Safety Certification Program appropriate to cause repair of known defective equipment?

No, when a known repair is needed, it would be inappropriate to wait for the Certification Program testing to initiate repair of fire protection equipment known to be defective. The repair should be initiated immediately. Requiring a test to be performed could delay the repair process by 30 days. However, a fire protection & life safety certification test may be required upon completion of repair.

How does the Fire Protection & Life Safety Certification Program interface with the State Fire Marshal Program for automatic extinguishing systems?

In 1984, the State Fire Marshal mandated a program of maintenance and service for standpipe and automatic sprinkler systems, which is almost identical with the provisions of the Fire Protection & Life Safety Certification Program for those systems in the City of Long Beach. These provisions are commonly known as California Code of Regulations "Title 19 Testing."

The Long Beach Fire Department will accept the Fire Protection & Life Safety Certification test documentation to satisfy the requirements for "Title 19".

CATEGORIES OF EQUIPMENT AND SYSTEMS

What are the general categories of equipment and systems found in the Fire Protection & Life Safety Certification Program?

- Water Delivery Systems
- Electrical and Communication Systems
- Smoke Management Systems
- Other Miscellaneous Equipment

What is included in Water Delivery Systems?

- Fire Pumps
- Dry standpipe systems (Class I standpipes)
- Wet standpipe systems (Class II standpipes)
- Combination standpipe systems (Class III standpipes)
- Combined standpipe-sprinkler systems
- Other automatic fire sprinkler systems

What is included in Electrical and Communication Systems?

- Basic fire alarm systems
- Complex fire/life safety systems, including activation of auxiliary functions
- Emergency communication systems
 - For building occupants
 - For firefighters
- Central or remote supervisory station signaling systems
- Emergency generators and battery systems
- Other emergency lighting systems such as unit lighting

What is included in Smoke Management Systems?

- Pressurized stair shaft systems
- Mechanically ventilated smoke proof enclosures (known more commonly as “Smoke Towers”)
- Smoke evacuation systems

What is the Miscellaneous Equipment?

- Fire escape assemblies
- Automatic-closing fire assemblies
- Automatic elevators, fire service Phases I and II
- Gas detection systems
- Refrigerant discharge systems
- Fire hydrants (private)

TESTING INTERVALS

What are the testing intervals?

There are two standard intervals:

- Annual
- Five years

These intervals are the **MAXIMUM** allowable time between tests. It is important to note that at the Fire Departments discretion more frequent testing may be required.

What equipment is required to have an ANNUAL TEST, by code?

- All fire alarm and fire/life safety systems
- Emergency responder radio systems
- Central or remote supervisory station signaling system
- Emergency power and battery systems.
- Smoke management systems in high-rise buildings
- Automatic elevators
- Fire protection assemblies: Automatic closing (doors, shutters, windows, trash chutes, etc.).
- Fire hydrants (private)

What equipment is required to have an ANNUAL TEST, per Fire Department policy and nationally recognized standards?

- Fire pumps
- 2-½ standpipe outlets equipped with pressure-regulating valves

What equipment is required to have a 5-YEAR TEST?

- All water delivery systems
EXCEPTIONS: Fire pumps and PRV standpipe outlets (yearly tests)
- Fire escapes assemblies
- Smoke control systems
- Refrigerant discharge systems

NOTE: Special-extinguishing systems (except, automatic sprinkler systems). Follow test procedures as indicated in each relevant NFPA standard.

Who is involved in the initial test process?

Three groups are involved in the initial test process of the Certification Program.

- Fire Department
- Party responsible for maintaining the equipment
(for convenience, generally referred to as the property owner)
- Tester/Test Company

The Fire Department has the obligation and authority to make the owner maintain their fire protection equipment and systems.

The Owner has the responsibility to maintain their fire protection equipment and systems.

The Tester/Test Company has the responsibility for accurately testing and reporting the condition of the fire protection equipment and systems to the Fire Department.

NOTICE TO PERFORM INITIAL TEST

How is the test requirement for the Fire Protection & Life Safety Certification Program initiated?

The Certification Program testing is initiated by the requirements of "Title 19," or based on an inspection where the Fire Department Inspector or local fire station personnel in the district where a building is located, issues a written notice to the building owner or responsible party to test specific equipment. The notice is issued, and then delivered either personally or via U.S. Mail. The test may also be initiated by a notice sent from

What information is on the written notice?

On the written notice, the Fire Department determines the following information:

- Address where the equipment and/or system are located
- Specific equipment needing a Fire Protection & Life Safety Certification
- Responsible party (usually the property owner)
- Date of Notice

Can a test be initiated by other means?

The certification testing may be initiated by a renewal notice automatically sent from the LBFD online reporting system, The Compliance Engine. Also, the test may be initiated by building owners to maintain their systems or test companies assisting the property owners.

How is the Fire Prevention Bureau notified of the testing?

The owner or test company shall notify the department at least 72 hours in advance of the scheduled test date. The notification can be via fax to (562) 570-2566. Questions regarding the test or test procedures can be directed to the following sections.

- The High-Rise Section of Fire Prevention inspects all HIGH-RISE buildings. They may be contacted at (562) 570-2563.
- In the Harbor area contact the Harbor Section at (562) 570-2576.
- All other occupancies contact Fire Prevention at (562) 570-2563 for the appropriate Code Enforcement Inspector.

ROLE OF THE OWNER IN THE INITIAL TEST PROCESS

What is the role of the owner or responsible party in the initial test process?

Once the owner or responsible party receives a written notice from the Fire Department to perform a test on their fire protection equipment or system they must arrange to have the test performed within 30 days. Upon request, the Fire Department will provide a list of qualified test companies.

Once a test company has agreed to conduct the work, the owner must provide them copies of the notice (photocopies will suffice if necessary). If various systems require several different test companies, the owner must provide each with a copy of the original notice. If a system description is needed for the system, the owner should provide it to the test company.

Who can perform the required test?

California Licensed Contractors or certified testers, who are specifically trained for the systems they are testing.

**WITNESS OF THE FIRE PROTECTION & LIFE SAFETY CERTIFICATION TEST
BY THE FIRE DEPARTMENT**

What is the Fire Department witnessing?

The Fire Department ALWAYS has the option to witness the entire or any portion of ANY test. There are numerous reasons for the Fire Department to witness a test. When witnessing a test, the Inspector may be present to determine that the test is being conducted properly, or may require extra procedures because of unusual conditions, or may use the test for training purposes.

Is there a FEE for a Fire Department witness to be present at a test site?

No fee is charged during regular inspection hours. For this purpose, regular inspection hours are 7:30 a.m. to 4:30 p.m., Monday through Friday.

At times other than regular inspection hours, an overtime inspection fee will be charged. Currently, the fee for an overtime inspection is minimum two hours as the prevailing rate or any portion thereof and prevailing rate per hour thereafter.

ROLE OF THE QUALIFIED TEST COMPANY IN THE INITIAL TEST PROCESS

Once the test company gets the job, what do they do?

The test company must obtain copies of the notices from the owner.

Next, proper notification to the Fire Prevention Bureau with the intent to conduct the test is made.

If inoperative equipment is found during the course of the test and it cannot immediately be restored to proper operating condition, notification to the Fire Department must be made immediately. Proper documentation of all test results shall be made on Fire Prevention Requirement 12.001 or company test forms acceptable to the Fire Prevention Bureau.

What are the obligations of the test company during the test?

The test company is expected to have the PROPER TOOLS, EQUIPMENT and PERSONNEL on hand to perform all required test procedures for the fire protection equipment being tested. The test company must PERFORM ALL TEST PROCEDURES required by the Certification Program or per Fire Department policy (such as the more extensive fire pump performance test as shown on page 14).

The Tester must test per the SYSTEM DESCRIPTION. They must be ON-SITE throughout the entire test and personally attest to the accuracy of all test results.

What is a SYSTEM DESCRIPTION?

The intent of Certification Program is to test systems as they were designed, installed, and approved. Fire/life safety, smoke management, and emergency power systems have many design variables. To properly test such systems, it is necessary to have a system description of how they were designed, installed, and approved. It is the property owner's responsibility to provide a system description of the system being tested. When they are unavailable, the test company shall note the lack of this as the first defect found on Fire Prevention Requirement 12.001.

What is meant by INOPERATIVE EQUIPMENT?

The Certification Program states that the test company must notify the Fire Department within 24 hours if inoperative equipment is found. This is not intended to be applicable to minor deficiencies but to SERIOUS LIFE AND/OR PROPERTY endangerment problems. If a test company suspects such a problem, immediate contact to the Fire Department shall be made.

During regular business hours contact the Fire Prevention Bureau at (562) 570-2563.

How are the test results documented?

Test results must be documented in an approved manner. This is a term that is difficult to describe.

In general, the building and system descriptions, test procedures performed shall be listed as part of the initial test. If defects are found, a summary of them will be made (the summary should end with, "No other defects found") or if no defects were found, a statement to that effect will be made.

Refer to Pages 12 and 13, for examples of acceptable formats for Fire Prevention Requirement 12.001 with test results. Testers may also use their own forms, as approved by the Fire Prevention Bureau.

What are the requirements for getting the results to the Fire Department?

The test company shall submit all test reports to The Compliance Engine at <https://www1.thecomplianceengine.com>.

REVIEW OF RESULTS BY THE FIRE DEPARTMENT

What is the obligation of the Fire Department upon receipt of the test report of the test result?

The Fire Department reviews the test results as soon as practical within The Compliance Engine and if no defects are found and the information is entered correctly, then the test results are accepted and the information remains in the system.

If corrections are required, the Fire Department reviews the report on The Compliance Engine and a notice is sent via mail or email to correct the deficiencies to the responsible party.

REPAIR, RETEST AND EQUIPMENT CERTIFICATION PROCESS

What is the obligation of the property owner to repair defective equipment?

The property owner was ordered on the original notice that if defects are found in equipment tested, correction of such defects shall commence FORTHWITH and shall be completed as soon as possible, but in every case within 30 days of initial test.

Ideally, the property owner has already made the needed repairs and the Fire Departments delivery of the notice with the results listed is only a formality. The Fire Department's delivery is made to satisfy possible legal ramifications.

Who may make the repairs?

Only California contractors who are specifically licensed for the applicable systems (i.e. C-16 fire sprinklers, C-10 fire alarms) may repair the defective equipment. The property owner has no obligation to use the same test company for repairs; in fact, it may be considered a potential conflict of interest. Keep in mind, that major repairs may require plan submittal and approval from the Fire Department.

Once repair is complete, what is the obligation of the owner?

On completion of the repairs of the equipment, the owner arranges a retest with a test company.

Does the owner need to use the same test company?

No, the owner may use any California contractor who is specifically licensed for the applicable systems (i.e. C-16 fire sprinklers, C-10 fire alarms).

What is the role of the test company on the retest?

The test company contacts the Fire Department in the same manner as for the initial test, schedules the retest three full working days prior, and conducts the retest to determine that the equipment is fully operable.

How does the test company certify the condition of the equipment?

The “Retest if Needed” box of Fire Prevention Requirement 12.001 is completed by the test company when the equipment is fully operable. By signing that portion of the form, the test company certifies that, “To the best of my knowledge the equipment is fully operable”. The test company may also use their own form, as approved by the Fire Prevention Bureau, which indicates all repairs have been made and the system is fully operational.

A “Title 19” placard shall be placed on the main fire sprinkler riser/risers, if this certification was utilized to meet the requirements of “Title 19” testing.

How is the retest/certification process completed?

The test company shall submit all test reports to The Compliance Engine at <https://www1.thecomplianceengine.com>.



CITY OF LONG BEACH FIRE DEPARTMENT FIRE PROTECTION & LIFE SAFETY EQUIPMENT PERFORMANCE CERTIFICATE

Inspection Hours 5
Page 1 of 2

RESPONSIBLE PARTY/BUILDING OWNER

NAME (Last, First, MI) SMITH, JOHN J.		Title OWNER		Firm or D.B.A. ACME BUILDING	
MAILING ADDRESS: (Street) 123 NORTH MAIN STREET		(City) YOUR CITY	(State) XX	(Zip) 12345	PHONE: (123) 555-5555 ext. 1001
TEST SITE ADDRESS: (Street) 456 SOUTH TEST SITE STREET		(City) LONG BEACH	(State) CA	(Zip) 90800	TEST SITE PHONE: (562) 555-5555 ext.
OCCUPANCY TYPE: HIGH RISE OFFICE BUILDING	NUMBER OF STORIES: 25	YEAR BUILT: 1975	CONSTRUCTION TYPE: NON COMBUSTIBLE		SQUARE FOOTAGE: 12345

INITIAL TEST (FIRE DEPARTMENT SHALL BE NOTIFIED 72 HOURS PRIOR TO TEST)

DATE(S) OF TESTING: 01/01/2015	TESTING AGENCY: ABC TESTING COMPANY	LICENCE NO. 123456 C-16	PHONE: (310) 555-5555 ext. 200
ADDRESS OF TESTING AGENCY: (Street) 123 TESTING CO STREET		(City) TESTING CITY	(State) (Zip) XX 90000

SYSTEM TESTED AND DESCRIPTION:	CERTIFIED:		SYSTEM TESTED AND DESCRIPTION:	CERTIFIED:	
	YES	NO		YES	NO
1. FIRE ALARM SYSTEM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	5.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	6.	<input type="checkbox"/>	<input type="checkbox"/>

NOTEWORTHY CHARACTERISTICS, BUILDING DESCRIPTION, SYSTEM DESCRIPTION, PROCEDURES PERFORMED, AND DEFECTS FOUND IN EQUIPMENT TESTED (IF NONE, SO NOTE):

A. LBFD NOTIFICATION OF THE FIRE PROTECTION & LIFE SAFETY CERTIFICATION TEST WAS MADE VERBALLY OR FAXED TO THE FIRE INSPECTOR OR FIRE STATION (PERSON CONTACTED) ON (DATE).

B. REFER TO THE FOLLOWING ATTACHED PAGES FOR:

- 1. BUILDING DESCRIPTION**
- 2. SYSTEM DESCRIPTION**
- 3. TESTING PROCEDURES**
- 4. TEST RESULTS**

ADDITIONAL INFORMATION ON ATTACHED SHEET(S)

I HEREBY CERTIFY THAT THE FIRE PROTECTION EQUIPMENT LISTED ABOVE HAS BEEN FULLY TESTED IN ACCORDANCE WITH THE CALIFORNIA FIRE CODE AND THAT THE RESULTS ARE ACCURATELY LISTED ABOVE AND THE EQUIPMENT IS FULLY OPERABLE EXCEPT AS NOTED.

TESTER'S NAME JOE TESTER	DATE 01/01/2015	TESTER'S SIGNATURE Joe Tester	FIRE DEPARTMENT WITNESS (Signature & Assignment)
**REPAIR AND RETEST: IF DEFECTS ARE FOUND IN EQUIPMENT TESTED, CORRECTION ON SUCH DEFECTS SHALL COMMENCE FORTHWITH AND SHALL BE COMPLETED AS SOON AS POSSIBLE BUT IN EVERY CASE WITHIN 30 DAYS OF INITIAL TEST. AT THE COMPLETION OF REPAIR, THE SYSTEM OR DEVICE SHALL BE RETESTED AS NECESSARY TO DETERMINE THAT IT IS FULLY OPERABLE.			

RETEST IF NEEDED (FIRE DEPARTMENT SHALL BE NOTIFIED 72 HOURS PRIOR TO TEST)

DATE OF RETEST: / /	TESTING AGENCY: LICENSE NO.	PHONE: () - ext.	
ADDRESS OF TESTING AGENCY: (Street) (Street)	(City) (City)	(State) (Zip) (State) (Zip)	
EQUIPMENT RETESTED AND DESCRIPTION:			
I HEREBY CERTIFY THAT ALL NECESSARY MAINTENANCE AND REPAIRS HAVE BEEN MADE TO THE EQUIPMENT LISTED ABOVE IN COMPLIANCE WITH THE CALIFORNIA FIRE CODE AND THE EQUIPMENT IS FULLY OPERABLE.			
TESTER'S NAME	DATE / /	TESTER'S SIGNATURE	FIRE DEPT. WITNESS (SIGNATURE & ASSIGNMENT)

ACKNOWLEDGEMENTS

FIRE DEPARTMENT REPRESENTATIVE: NAME:	RANK:	ASSIGNMENT	PHONE #: () - ext.	DATE / /
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**CITY OF LONG BEACH FIRE DEPARTMENT
FIRE PROTECTION & LIFE SAFETY EQUIPMENT PERFORMANCE CERTIFICATE**

DATE(S) OF TESTING 01/01/2015	TEST SITE ADDRESS (Street) 456 SOUTH TEST SITE ST	(City) LONG BEACH	(State) CA	(Zip) 90800	FIRM OR D.B.A. ACME BUILDING
EQUIPMENT TESTED AND DESCRIPTION: FIRE ALARM SYSTEM					

NOTEWORTHY CHARACTERISTICS, BUILDING DESCRIPTION, SYSTEM DESCRIPTION, PROCEDURES PERFORMED, AND DEFECTS FOUND IN EQUIPMENT TESTED (IF NONE, SO NOTE):

1. BUILDING DESCRIPTION

1.1 BUILDING DESCRIPTION: Type, size, use and age of building.

2. SYSTEM DESCRIPTION:

2.1 Type, size, manufacture and any pertinent information about the fire protection system, type of devices associated with system and sequence of operations (auxiliary functions) performed by system or devices.

3. TEST PROCEDURES:

3.1 Procedures used to test fire protection system, devices and auxiliary functions performed.

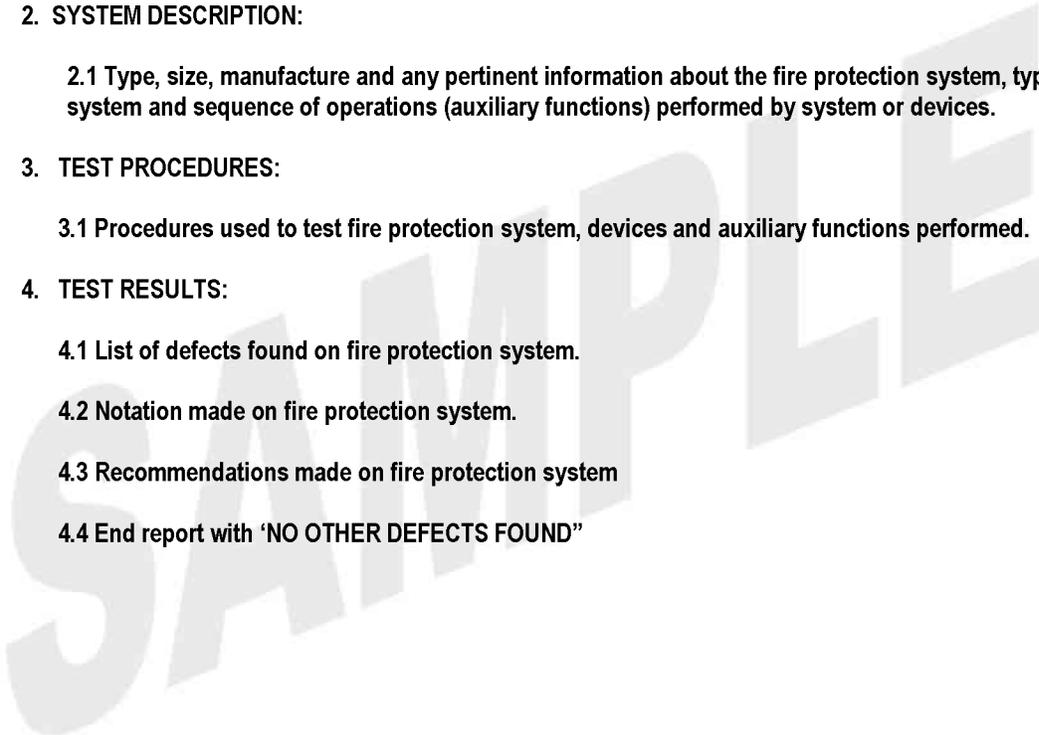
4. TEST RESULTS:

4.1 List of defects found on fire protection system.

4.2 Notation made on fire protection system.

4.3 Recommendations made on fire protection system

4.4 End report with 'NO OTHER DEFECTS FOUND'



TESTER'S NAME JOE TESTER	DATE 01/01/2015	TESTER'S SIGNATURE Joe Tester	TESTING AGENCY ABC TESTING COMPANY
ADDRESS OF TESTING AGENCY: 123 TESTING CO STREET, CITY, STATE, ZIP CODE			

LONG BEACH FIRE DEPARTMENT FIRE PUMP PERFORMANCE

FP Requirement 12.001

Pump # _____ of _____
Page(s) _____ of _____

Test Date:	Acceptance Test: <input type="checkbox"/> Title 19: <input type="checkbox"/>	District #
Test Site Name:	Tester's Name:	Cert. #:
Test Site Address:	Testing Company:	
City:	State:	Testers Signature: _____

BUILDING INFORMATION:

Occupancy Type:	Number of Stories:	Year Built:	Construction Type:	Fire Dept. Witness (Signature & Assignment)
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FIRE PUMP INFORMATION:

MANUFACTURER	RATED GPM	RATED HEAD-FT.	RELIEF VALVE	TANK SIZE AND LOCATION (IFF APPLICABLE)
MODEL	RATED PSI	RATED RPM	IMPELLER SIZE	CITY SUPPLY PRESSURE (IFF SUPPLIED DIRECTLY BY CITY)
TYPE OF PUMP	RELIEF VALVE SETTING		MINIMUM	MAXIMUM (IF AVAILABLE) PUMP LOCATION

DRIVER INFORMATION:

DIESEL	<input type="checkbox"/>	IF DIESEL DRIVEN, HOW MANY GALLONS OF FUEL ARE AVAILABLE (8 HOUR SUPPLY REQUIRED)?
ELECTRIC	<input type="checkbox"/>	IF ELECTRICALLY DRIVEN, HOW MANY GALLONS OF FUEL SUPPLY THE EMERGENCY GENERATOR?

CONTROLLER INFORMATION:

MANUFACTURER	AUTO START	AUTO STOP	MODEL	OVERRUN TIME	JOCKEY PUMP (PSI)
					ON OFF

PERFORMANCE TEST RESULTS:

RATED CAPACITY	REQUIRED FLOW	NUMBER OF OUTLETS	NOZZLE ORIFICE SIZE	REQUIRED PITOT PRESSURE	ACTUAL GPM	SUCTION	DISCHARGE	SYSTEM	NET	PUMP SPEED RPM
0%										
50%										
100%										
150%										

LOCATION OF TEST FLOWS/REMOTE START	NUMBER OF AUTOMATIC STARTS	SATISFACTORY RESULTS	NUMBER OF MANUAL STARTS	SATISFACTORY RESULTS
AT 150 PERCENT OF RATED CAPACITY, IS THE NET PUMP PRESSURE ATLEAST 65 PERCENT OF THE RATED PRESSURE		IF PREVIOUS RESULTS ARE AVAILABLE, IS THE NET PUMP PRESSURE WITHIN 10% OF THE PREVIOUS RESULTS AT EACH POINT?		
IF PREVIOUS RESULTS ARE AVAILABLE, IS THE NET PUMP PRESSURE WITHIN 10% OF THE PREVIOUS RESULTS AT EACH POINT?		IS FIRE PUMP STATUS INFORMATION CORRECTLY INDICATED IN THE FIRE CONTROL ROOM?		
SYSTEM PRESSURE TAKEN AT				

REMARKS: